





Customer service skills: Occupational employment, outlook, and wages

William Lawhorn | September 2018

These days, it may seem like robots can do it all. But humans still outperform machines in at least one important skill area: customer service.

Customer service skills include communication, patience, and knowledge of your company's products or services. You also should be friendly and understanding. In some occupations, you may need the ability to diagnose and fix problems or to make sales.

Lots of jobs involve customer service. In fact, occupations that require these skills accounted for about one-fourth of all employment in 2016, according to the U.S. Bureau of Labor Statistics (BLS). That's based on an analysis of

profiles from the *Occupational Outlook Handbook* (*OOH*) that identified customer service skills as an important quality.

Occupations in which customer service skills are important include some that are projected to add many jobs or to have rapid employment growth over the 2016–26 decade. Others paid well above \$37,690, the median annual wage for all occupations in 2017.

Many jobs

The OOH identified customer service skills as important in 7 of the 10 occupations employing the most workers in the economy in 2016. As table 1 shows, <u>retail salespersons</u> topped the list of the largest occupations related to customer service in 2016, employing more than 4.6 million workers.



Table 1. Largest occupations that typically require customer service skills, 2016

Employment, 2016 and projected 2026; median annual wage, 2017; and education, experience, and training typically required in these occupations



| Education typical required to ento | Median annual wage, 2017 | Employment, projected 2026 | Employment, 2016 | Occupation |
|---------------------------------------|-----------------------------|-------------------------------|---------------------|--|
| No formal education credenti | \$23,210 | 4,682,100 | 4,602,500 | Retail salespersons |
| No formal education credenti | 21,030 | 3,524,900 | 3,555,500 | Cashiers |
| No formal education credenti | 20,180 | 4,032,100 | 3,452,200 | Combined food preparation and serving workers, including fast food |
| High school diploma equivaler | 31,500 | 3,086,000 | 3,117,700 | General office clerks |
| High school diploma (equivale) | 32,890 | 2,920,800 | 2,784,500 | Customer service representatives |
| No formal education credenti | 20,820 | 2,783,000 | 2,600,500 | Waiters and waitresses |
| High school diploma (equivale) | 24,470 | 2,109,600 | 2,008,600 | Stock clerks and order fillers |
| High school diploma (equivale | 56,970 | 1,546,300 | 1,469,900 | Sales representatives, wholesale and manufacturing, except technical and scientific products |
| High school diploma (equivale) | 37,670 | 1,545,100 | 1,432,600 | General maintenance and repair workers |
| High school diploma equivaler | 28,390 | 1,149,200 | 1,053,700 | Receptionists and information clerks |

Note: At the entry level, none of these occupations typically requires work experience in a related occupation. Sales representatives and general maintenance and repair workers typically need moderate-term on-the-job training to attain competency; all others typically require short-term on-the-job training.

Source: U.S. Bureau of Labor Statistics, Office of Occupational Statistics and Employment Projections.

Four of the occupations in table 1 (retail salespersons, <u>cashiers</u>, <u>combined food preparation and serving workers</u>, and <u>waiters and waitresses</u>) typically require no formal educational credential at the entry level; the other six typically require a high school diploma or equivalent. <u>Sales representatives</u> and <u>general maintenance and repair workers</u>, the two highest paying occupations in the table, require moderate-term on-the-job training in addition to a diploma.

Together, the occupations in table 1 are projected to account for more than 27 million jobs by 2026.

Fast growth

Often, large occupations (such as those shown in table 1) are projected to add many jobs because they already employ millions of workers. Table 2 illustrates projections another way: It shows occupations related to customer service in which employment is expected to grow faster than the 7-percent average for all occupations.

Table 2. Fastest growing occupations that typically require customer service skills, projected 2016-26

Percent employment growth, projected 2016–26; employment, 2016; median annual wage, 2017; and education, experience, and training typically required in these occupations



| Occupation | Employment growth, projected 2016– 26 (percent) | Employment, 2016 | Median annual wage, 2017 | Education typically required to enter | On-the-job training typically required to attain competency |
|---|--|---------------------|--------------------------------|--|--|
| Nonfarm animal caretakers | 24 | 241,500 | \$22,950 | High school diploma or equivalent | Short term |
| Combined food preparation and serving workers, including fast food | 17 | 3,452,200 | 20,180 | No formal educational credential | Short term |
| Web developers | 15 | 162,900 | 67,990 | Associate's degree | None |
| Dispensing opticians | 15 | 77,600 | 36,250 | High school diploma or equivalent | Long term |
| Heating, air conditioning, and refrigeration mechanics and installers | 15 | 332,900 | 47,080 | Postsecondary nondegree award | Long term |
| Appraisers and assessors of real estate | 14 | 80,800 | 54,010 | Bachelor's degree | Long term |
| Archivists | 14 | 6,800 | 51,760 | Master's degree | None |
| Curators | 14 | 12,400 | 53,770 | Master's degree | None |
| Skincare specialists | 14 | 61,300 | 30,080 | Postsecondary nondegree award | None |
| Barbers | 13 | 56,400 | 25,650 | Postsecondary nondegree award | None |

Note: At the entry level, none of these occupations typically requires work experience in a related occupation. Source: U.S. Bureau of Labor Statistics, Office of Occupational Statistics and Employment Projections.

Combined food preparation and serving workers appears in both tables 1 and 2. Although its rate of employment growth is not expected to be as fast as that of <u>nonfarm animal caretakers</u>, because it is a much larger occupation, it is projected to add nearly 10 times as many jobs as nonfarm animal caretakers.

The education typically required to enter the rapidly growing occupations shown in table 2 ranges from no formal educational credential (for combined food preparation and serving workers) to a master's degree (for archivists and curators).

Of the occupations presented in table 2, half had median annual wages that were higher than the median wage for all occupations. Web developers, the highest paying occupation in the table, also was among the highest paying occupations in which customer service skills are important.

High wages

Table 3 shows the highest paying occupations that require customer service skills; sales managers made more than triple the median annual wage for all occupations in 2017.



Table 3. Highest paying occupations that typically require customer service skills, 2017 Median annual wage, 2017; employment, 2016 and projected 2026; and education, experience, and training typically required in these occupations On-the-job Work Median Education Employment, experience training typically annual Employment, typically Occupation projected typically required to wage, 2016 required to required to attain 2026 2017 enter enter competency Bachelor's Less than 5 Sales managers \$121,060 385,500 414,400 None degree years Bachelor's 91,370 448,600 Moderate term Construction managers 403.800 None degree Sales representatives, Bachelor's wholesale and 361,300 78,830 343,600 None Moderate term degree manufacturing, technical and scientific products Bachelor's Logisticians 74,590 148,700 159,000 None None degree High school Less than 5 Gaming managers 72,930 4,500 4,600 diploma or None years equivalent Postsecondary Captains, mates, and pilots Less than 5 70,920 38,800 42,200 nondegree None of water vessels years award Associate's Web developers 67,990 162,900 187,200 None None degree Securities, commodities, Bachelor's 375,700 398,900 and financial services sales 63,780 None Moderate term degree agents No formal Artists and related workers, 63,540 12,800 13,500 educational None Moderate term all other credential Computer network support Associate's 62,340 198,800 215,200 None None specialists degree Source: U.S. Bureau of Labor Statistics, Office of Occupational Statistics and Employment Projections.

With higher wages come higher entry-level requirements: Most of the occupations in table 3 typically require at least a college degree and, for some, experience or on-the-job training.

The occupations in table 3 are projected to have about 2 million jobs overall by 2026.

For more information

The occupations highlighted in this article are among those in which BLS economists determined that customer service skills are an important quality for workers. More information is available in the *OOH* about these occupations, as well as hundreds of others. The <u>OOH</u> describes job duties, outlook, pay, and more—including which qualities, such as customer service skills, are important in each occupation.

With data from the BLS <u>Occupational Requirements Survey</u>, you can identify occupations that <u>align with your work preferences</u>. You also may find occupations of interest by entering "customer service skills" as your search term in the O*NET OnLine occupation search tool.

William Lawhorn is an economist in the Office of Occupational Statistics and Employment Projections, BLS. He can be reached at lawhorn.william@bls.gov.

SUGGESTED CITATION:

William Lawhorn, "Customer service skills: Occupational employment, outlook, and wages," *Career Outlook,* U.S. Bureau of Labor Statistics, September 2018.

RELATED CONTENT

Clusters, pathways, and BLS

The changing face of retail trade

Liberal arts degree

Bicycle repairer

Video: Understanding BLS Employment Projections

RELATED SUBJECTS

On-the-job training | People | Projections | Public service | Sales | Skills

Communications